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## **PARK RESERVATION RULES AND REGULATIONS**

A reservation is required to use the following picnic shelter facilities at the Town of Frederick-owned parks: Centennial Park, Frederick Recreation Area and James M. Crist Park. This reservation includes the Picnic Shelter only – the rest of the park will remain open to the public.

The reservation will be posted by the Frederick Police Department and the Public Works department will be notified as well and they will do their best to ensure that any maintenance, watering, etc. will not interfere with the reservation time.

Reservations are given in 5-hour time periods, which includes set-up and clean up time.

Refunds will be given only if the Town receives a cancellation notification 14 days in advance of the reservation. In the event of inclement weather, no refunds will be given, but you may choose another date for your reservation, pending that the facility is not already reserved.

Please leave all facilities in the condition that you found them. Clean up after your event and do not leave any garbage on the premises. If the trash receptacles are full at the end of your reservation, please take any additional garbage with you and dispose of it accordingly. If your group causes significant damage to the park, we reserve the right to charge you additional fees to cover the expenses.

Please make sure your event concludes by dusk, unless written consent is given.

If you are planning on having an inflatable (bounce house, etc.), please call Brooke Cunningham at 720.382.5513 in order to obtain a special event permit, which is required for liability/insurance reasons. In addition to filling out the special event permit, you will be asked to pay an additional \$15 fee.

Vehicles are not permitted on walkways or in parks. **No exceptions.**

Electricity is available at Centennial and James M. Crist Park and is included in your reservation. There is no electricity available at Frederick Recreation Area.

Potable water is not available at any of the locations, and raw water is used for sprinklers, etc. and is not acceptable for consumption.

If you have any questions, please contact Brooke Cunningham at 720-382-5513 or [bcunningham@frederickco.gov](mailto:bcunningham@frederickco.gov).

**Built on What Matters.**